

**USEITI Outreach and Communications Subcommittee
Meeting Summary for Tuesday, July 26, 2016**

Congressional Outreach

- House Natural Resources provided October 6, 15, 20 as possible dates where we could schedule one bipartisan briefing.
 - We could do one morning and afternoon briefing to the House and Senate
 - It was suggested that we would use the previous webinar presentation and adapt it for the time and audience.

Outreach Sessions

- Currently the outreach will take place in Helena, MT (October 5th), Browning, MT (October 6th) and New Orleans, LA or Shreveport, LA (October 19th).
 - We are working with the Blackfeet and the ONRR Tribal outreach team to find a potential meeting location.
 - The location in Browning we will do at the Blackfeet and we are working with Julie Lenoir (MSG) on the logistics.
 - We are looking at Shreveport, there are two federal spaces we are looking at and we have a backup location of the BOEM office in New Orleans

Letters to Companies

- Jerry has sent out the template for thank you and participation letters for comments by this group.
 - We would like comments on the proposed general language for these letters.
 - Jerry will put together a timeline for the letter surnaming and signing process in advance of the next meeting.

Communications Plan

- The new plan tries to be more specific
- There is a new section, action items
- The plan also more closely aligns with the EITI principles
- Ask Julian to add info
- We will be creating some visual handouts around AML, Budget and Audit, and “fishing Graphics”, etc

Industry and Government possible additions - Communications Strategy

None provided at this point.

Further Discussion/Update on the Secretary's Letter to the CEOs

- CEO Letters

- One letter was incorrectly addressed and it's in the Secretary's office to be resigned today
- The letters were sent out the first day of the MSG to the CEOs
- Next letters to go out will be thank you letters that should be ready before the November meeting.
 - We struggled on the CEO letters with the names and addresses but we don't need that for the review of the body of the text for the thank you letter. Hopefully this will make for a smoother process.
 - There is some concern based on the slow progress of the CEO letters that we need a process to reassure previous mistakes aren't made again on future letters.

Congressional Outreach

- Who will be leading these meetings?
 - It will be the co-chairs and then Judy, Paul, or Greg
 - MSG is welcome to attend should they want.
- We would like to do two meetings one for House one for Senate.
 - A one hour presentation will follow the general outline of the previous webinar.
- Paramount objective is to select the date for this outreach.
- Messaging with Congress:
 - We have updated a congressional subcommittee in the past and they had expressed interest in searching in "zip code" like areas
 - With 18f's redesign now users can look in narrow georeferenced areas, this would be good to highlight.
 - Perhaps short statement that might help congressman realize where USEITI is relevant.

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Next Steps/Actions Items

- Next Subcommittee meeting August 9th
- Review of Communications Plan due August 9th
- Examples to Subcommittee of Handout Visuals

- Timeline of Letters process to Subcommittee in Advance of August 9th

Meeting Attendees

Veronika Kohler, NMA
Betsy Taylor, Va Tech
Jerry Gidner, ONRR
Judy Wilson, ONRR
Julian Proctor, ONRR
Susan Ginsberg, IPAA
Anita Gonzales-Evans, ONRR
Chris Mentasti, ONRR
Lynda Farrel, CSO
Sarah Platts, IA
Danita Woodson, ONRR
Anita Gonzales Evans, ONRR
Judy Wilson, ONRR/Secreariat
Julian Proctor, ONRR Intern